

AMC 32

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MINUTES OF THE 16th MEETING, AGENCY DISSEMINATION BOARD, 3 March 1962

Board Members present: Leon D. Kriegsmann, III, Chairman

D/DC Representative

D/DI Representative

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Also present:

C/TD

a/c

C/D

Acting Secretary

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1. Minutes of the 15th meeting (AFB 30) were approved as submitted.
2. The Board took up discussion of the current draft on "public dissemination", which is substantially complete except for the recommendations section and a tab on legal aspects, the latter being prepared for reproduction today. The Board agreed that this was an appropriate time to get the views of the Office of Security, and the Secretary was directed to send a copy of the draft to Mr. [redacted] and invite him to attend the next meeting. It was agreed to hold the next meeting at 11 a.m., Tuesday, March 10, in order to spend proportion of the time on examination study, at which time a draft of the recommendations section should be ready for the Board's consideration.
3. The Chairman observed that it was not the purpose of the study to recommend wider dissemination at this time but that it should be able to accomplish two things: a) put current activity on a firm legal basis, and b) establish definite procedures for handling and supervising public dissemination.
4. Mr. [redacted] who was absent, had reported by telephone his general concurrence with the present draft and had requested that the Board be informed of his views, briefly summarized as follows: a) Authorization should be awaited in publication going to the public; b) More use could be made of Agency material in the briefing of Congressional committees; c) Public dissemination of additional varieties of material originally prepared for liaison exchange might be a liaison effort.

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5. The draft "Request for Approval of Publication" form, as submitted by the Form Management Branch, was discussed. It was agreed that the following changes should be made in the present draft:

- a. A place should be provided for the signature of the appropriate deputy or staff chief.
- b. Signature of the PIC co-ordinator is unnecessary, instead the originator will use this space to note the name of the PIC co-ordinator.
- c. The certification (on duplication) provided in block 10 of the draft should be replaced by a simple statement.
- d. The instructions should include provision for co-ordination with the Secretary of the Board.
- e. The instructions should explain the need for six copies and state that only four copies need be kept for record files after the Board's approval.
- f. It was agreed that it should be standard Board practice, at the time a publication is approved, to inform the publisher that the Board would re-examine the publication after six months in order (a) to compare actual cost with estimated cost and (b) to gauge customer reception.

7. In discussing the value of the approval form as a yardstick to be applied to existing publications it was suggested that the approval procedure be publicized and made a matter of record by (a) sending the form to the deputies with a request that they discuss it in staff meetings and (b) revising [] to include the approval procedure, with an explanation of its use in regard to existing publications.

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8. Mr. [] reported on progress of the USIB publications committee (see APS 31).

9. The Board concluded to recommend disapproval of Inguru [] regarding removal of the cover of the Support Bulletin to economize on overseas mailing, the Chairman directing that the article be accompanied by a compliment to the suggestor for his ingenuity.

10. Mr. [] reported on the successful running of the P.R. seminar and noted that 30 persons had already applied for the second running the last week of March.

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11. Mr. [] reported that Navy had requested 50 copies of DIA's Glossary of Intelligence Terminology and asked the Board to view as to whether USDI should be committed on this document. It was agreed that DIA/P's views should be solicited and that Mr. Galloway would be committed.

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12. Mr. [] submitted for Board approval a revision of Pages 10, 11 and 12 of ADD 34 concerning DIA and OSI publications (see ADD 33).

13. Next meeting: 11 a.m., Thursday, March 10. ✓

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Action: []

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CENTRAL INTELLIGENCE AGENCY
OFFICIAL ROUTING SLIP

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